

**HOLY CROSS, HOATH**

**ANNUAL REPORT**

**AND**

**FINANCIAL STATEMENTS**

**OF THE**

**PAROCHIAL CHURCH COUNCIL**

**FOR THE YEAR ENDED 31ST DECEMBER 2019**

**The Parochial Church Council of Holy Cross, Hoath**

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**Priest in Charge Annual Report**

**For**

**Holy Cross, Hoath**

The years seem to go by so quickly. As I write this report I find myself coming up to my sixth anniversary of being Priest in Charge.

Last year we worked hard on a strategy and vision for the church and the final report came out in February 2019. This now will appear on each PCC Agenda so we do not lose sight of what we need to do to move forward.

2019 has been a year of embedding thoughts into action. The Coffee Mornings and Bring and Buy are very successful and bring villagers and others monthly through our doors to meet to chat and enjoy others company.

The Benefice Prayer Meeting takes place at Holy Cross each Friday morning at 9.15am and we have a small committed group who pray for the Benefice, pastoral issues and issues in the world.

Lunches are also a key activity in Holy Cross with a Rogation, Frugal and Harvest Lunch taking place during the year.

Members of the congregation came with us to Spring Harvest in April and had a super time praising God with thousands of others.

Fundraisers have included Quiz Night, Cherry Stone Duo Concert and the Late Summer Fete.

On the 28th April Rev Stephen Parrett was licensed to the United Benefice. It has been great to have him on board the team adding a different dimension with the ministries he offers.

Continue to give thanks for Rev Jenny Hadlow and Rev Barbara Nicholson who both have Permission to Officiate from the Diocese and continue to bless us with their ministries.

Our lay ministers have been moving around the Benefice and helping out with services at Holy Cross which has added to the worship.

With the help of Clare Hopper, Janet Scroggins and Rosie Hodgman we keep the music going, with Rosie twice a month on the organ and CD’s to aid worship on the other Sundays. This is working well.

Holy Cross is the essence of Christian Family Life and we all work together to make things happen. A big thank you to Clare and Janet my church wardens; Kevin Scroggins who constantly supports us throughout the benefice with technical equipment…..my official techie; Will and Roy for keeping the grounds looking so tidy; Sandy and Linda and others who do the flowers; Linda and Angie who deal with the accounts and everybody on the P.C.C. or do anything that I haven’t mention to make everything happen you are all wonderful, bless you.

I would like to say thank you for all the good wishes I have received and encouragement since my operation last October and I am really excited being back amongst you all and looking forward to what 2020 brings. A Mission being planned, Alpha Courses, Prayer Courses and lots more. There never is a dull moment.

May God Bless You all as we continue this journey of faith with God to see His kingdom come here on earth.

Rev Sue Martin

Priest in Charge

**Trustees Annual Report**

**Aims and Purpose**

Holy Cross Parochial Church Council (PCC) has the responsibility of co-operating with the Priest in Charge, the Reverend Sue Martin, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

**Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of the parish community at Holy Cross. The PCC maintains an overview of worship throughout the parish and makes a concertive effort to enable members of the community in their individual gifting to serve both the church and the community. Our services and worship put faith into practice through prayer, scripture, music, sacrament and care for one another.

When planning our activities for the year, we have considered the Commission’s guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

In particular, we try to enable ordinary people to live out their faith as part of our parish community through;

* Maintaining our pattern of worship services.
* Advertising our special occasional services to encourage more people to attend.
* Holding regular Pastoral Team Meetings in the Benefice to inform, educate and support lay people.
* Maintaining the existing churchyard.
* Maintaining links with the local school with our Priest in Charge taking assemblies once a term and also having occasional services in church.
* To encourage laity in new ministries by giving discernment, support and training.

To facilitate this work, it is important that we maintain the fabric of the church of Holy Cross, Hoath.

Sunday services at current attract an average of 15 worshippers. We do not have a Sunday School but families are always welcomed and activities are on hand for children.

Silly Adults and Cool Kids (SAACK) youth group continues to meet twice a month in St. Bartholomew’s Church Hall for spiritual input, food and fun. This is led my laity from all three of the churches in the Benefice.

Joint services with St. Bartholomew’s and St. Mary’s have continued on 5th Sundays and we have been experimenting with Guest Speakers which has proved very popular. We have a Benefice Communion on Tuesdays at St. Bartholomew’s which some members attend specially during Lent. This all serves to strengthen the links within the Benefice.

Christmas Services saw good attendance at the Carols by Candlelight, Christingle Service and Midnight Mass. Christmas Morning we came together at St. Bartholomew’s for a Benefice Service.

Prayer has been highlighted more across the Benefice in the past year with Benefice Prayers taking place at Holy Cross every Friday morning at 9.15am. Every month we hold a Prayer Breakfast in one of the churches in the Benefice. Prayer is essential for us to understand the will of God for our Parish.

At present, there are 23 parishioners on the Church Electoral Roll.

**Pastoral Care**

Holy Cross, Hoath is part of a tight knit village community where everyone looks out for each other and this happens quite naturally within the church context. Various people are visited due to ill health or loneliness by laity and clergy. A helping hand is always at hand and many see Holy Cross as a place to come to. We are thankful to Rev Jenny Hadlow and our volunteers who enable this to happen.

**Mission and Evangelism**

During 2019 we served the community well with one Baptism, two Weddings, one funeral and one Burial of Ashes, attached to the parish.

Two cards were sent out about Easter and Christmas Services inviting people to join us for our celebrations and each home in the parish had them hand delivered. Each month flyers are delivered in Hoath and Chislet schools advertising Messy Church.

Our main mission area continues to be fostering links in the village ward with the schools. Our Priest in Charge takes an assembly at Hoath School once every half term and we also host services at Christmas, Easter and sometimes Harvest in the church.

We have monthly Coffee Mornings, which volunteers from the church run and have a bring and buy. People look forward to coming to get together for a chat. We have held a frugal lunch, also we held a Benefice Harvest Lunch at the village Hall. Rogations Sunday is always important in the Holy Cross diary as the villagers come together to beat the boundaries and walk round the Hoath Parish. A lunch follows for exhausted travellers and those unable to do the walk. All these events are well supported by our Church Family but also the Villagers as a whole. They very much see Holy Cross as central to their village.

The church regularly supports other charities locally and abroad like Food Bank, Catching Lives, The Children’s Society and CHIPS.

**Ecumenical Relationships**

Every month there is a meeting of clergy and leaders from other denominations in Herne Bay and our Priest in Charge gets along to as many of these as possible.

**Volunteers**

It is amazing what goes on to keep everything running behind the scenes in churches and Holy Cross is no exception. We have a small army of volunteers that enable us to function as a church in the community. We have people from both the congregation and the community who look after the cleaning, flower arranging, gift aid, finance, secretary, PCC members, gardening and maintaining churchyard, playing the music, taking services, serving, refreshments and the list goes on.

We are thankful to our Church Wardens; Clare Hopper and Janet Scroggins, for all they do in keeping us on the right track and dealing with the many administrative items; also Kevin Scroggins who is our Technical man for Holy Cross and the Benefice.

We are also blessed by the voluntary work of three members of the clergy – Rev Stephen Parrett (Associate Priest), Jenny Hadlow (PTO) and Rev Barbara Nicholson (PTO), without their assistance we would struggle to maintain services.

A big thank you to you all for all you do, you are all very much appreciated and loved and valued as part of Holy Cross family.

**Deanery Synod**

 Reculver Deanery have reduced time spent on business sessions creating space for open meetings accessible to all church members.

Prayer, mission and growth have been current themes and have had practical application in days set aside to implement prayer initiatives such as ‘Thy kingdom Come’ which has developed into a global prayer ministry. Online resources have also been made available to attract a wider audience.

Meetings concentrated on discussion and planning for growing the kingdom, together with concerns for the Parish share and Deanery financial projections.

Amanda Boucherat has taken on the role of Lay chair, following Christine Williams retirement. Subsequent evenings have been planned to encourage and inspire local congregations to envision growth for God’s kingdom across the Deanery.

**Messy Church**

Holy Cross Messy Church continues to thrive. We usually follow a theme in the Christian Calendar, the parables of Jesus or Old Testament stories. We provide a variety of crafts often messy. We meet regularly to pray and plan activities. Our programme includes craft activities, teaching, praise and prayer finishing with a delicious picnic lunch provided by the team. Our hope is that the messy church families will come to know Jesus. A big thank you to Trevor for his wonderful drawings on our messy display board which give us the message of the month.

**Fabric**

The outside tap has now been installed. Permissions and funding are in place for the lych gate repair and we are waiting for the builder to give us a date.

**SAACK**

SAACK meets twice a month at St. Bartholomew’s Church Hall and leaders come from all three churches. The young people come to hear about spiritual topics, play games, eat food together and have fun. Every Christmas we now have a Christmas Meal at the vicarage which is popular and a BBQ in the summer.

**Hoath Bell Ringers**

The Hoath Hand Bell ringers continue to meet every Tuesday in the church at 7.30pm. We have 18 bells and eleven members. In December we rang two carols at each of the Benefice Churches for the Christmas Carol Services. We really enjoy playing together and are beginning to use more of our bells to increase our repertoire. If you would like to learn to ring our hand bells do come along on a Tuesday evening you will find a warm welcome.

**Hoath and District Youth Club**

It is with sadness to report that the Hoath Youth Club ran by Sue Chapman, Chairman of Hoath Parish Council, is no longer running due to poor attendance and a lack of interest with in the local area.

**Safeguarding**

Safeguarding is given a high profile in Holy Cross, discussed at PCC meetings and policies adopted/ displayed annually. All clergy and adults holding positions at Holy Cross and/ or Messy church are currently holding enhanced DBS checks. Further online/delivered training has been revised, a checklist produced and post holders are currently undertaking appropriate levels.

The Annual Safeguarding Conference with training/ shared expertise from the Diocesan Safeguarding team, Counter Terrorism and Border Force Control has had to be postponed until the new year.

**Risk Management/ Plans for Future Periods**

The PCC consider that the main risk to the future of Holy Cross is one of sustainability of the structure of the services; finances and building costs and as such in 2019 we will continue with our strategy, as discussed at our PCC meetings, involving Holy Cross PCC, along with the PCC’s of St. Bartholomew’s and St. Mary’s and all three congregations at various stages. The main uncertainties facing Holy Cross will form the basis of an action plan for the future periods in activities that will be instigated to meet the objectives.

**Financial Review**

Our income has risen £2,256 or 13.3% to £19,242, this was due to encouraging results from all other giving and church activities.

Expenditure was restricted to just a 1 .5% increase from £19,289 to £19,585, up just £295. Although, we had under paid two months' Parish share for a second year. Church running costs were £336 lower, down 6.3% at £4,979. This was by the careful management of expenses. Another major factor was the generosity of so many people, their contributions towards making events happen, without claiming expenses. Thank you to everyone who has given willingly and supported Holy Cross during this last year. It really is appreciated without this support the situation could have been a lot worse.

Church income of £19,242 compared with church expenditure of £19,585 meant that more payments went out than income, so a deficit of £343 was achieved. ln 2018 there was a deficit of £2,303, so 2019's results were an apparent improvement, but unfortunately, we were not able to meet our quota.

Our bank and cash balances reduced by £343 or 8.9 % from £3,860 to £3,517 during 2019. The Churchyard Fund rose by £995 during 2019, while other funds stayed static or reduced. Gift Aid claimed for 2019, to be received in 202O, was £854, up from £319 in 2018.

The Parish share owing at 31 December 2019 amounted to four months' quota, two outstanding from 2018, and two from 2019. The outstanding quota due at 2018 was £2,400 and it is now £4,884 at 31 December 2019.

Across the two years there has been a substantial impact on our cash reserves. Church balances at lst January 2018 were f6,163 and two years later on 31 December 2019 have reduced to £3,517. Over the same period, outstanding Parish share has risen from Nil to £4,884, exceeding the funds in the bank accounts, leaving the Church in a marginally solvent overall position.

Many thanks to Angela Hewlett-Day for her work as Gift Aid Secretary and banking duties and to Barrie Beeching for his support. It is good to know the other treasurers in the Benefice are there with us during this challenging time and that we support each other with the Parish Share and other issues in the Benefice as necessary.

**Gift Aid**

The amount of tax recovered in 2019 under the Gift Aid Small Donations Scheme [GASDS], which allows for collection plate donations to be subject to a repayment from HMRC without the need for a Declaration, increased by an appreciable amount, just over 40%, compared with 2018. However, as there was a delay in the claim for the last two months of 2018 being paid and it was included in a 2019 repayment, this may account for some of this increase. The number of named gift aid donors remained at eight during 2019.

**Reserves Policy.**

It was agreed that there needs to be enough funds for a 6-month period in the account to cover the normal expenditure. The Parish Share is to be paid when there are enough funds in the account.

**Structure, Governance and Management**

The Parochial Church Council (PCC) is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity currently excepted from registration with the Charity Commission.

The method of appointment of PCC members is set out in the Church Representation Rules and consists of the Priest in Charge, Church Wardens and members elected by those members of the congregation who are on the Electoral Roll of the church.

The members of the PCC are responsible for making decisions on all matters of general concern and importance to the parish including the funds the PCC utilised.

The PCC met 3 times during the past year and the Joint Benefice PCC meetings were held 4 times during 2019, plus Holy Cross Church’s APCM.

The PCC also operates a Standing Committee, which meets when necessary and is the only committee required by law. It has the power to transact the business of the PCC subject to directions given by the PCC. The Standing Committee comprises the Priest in Charge, Church Wardens, PCC Secretary & PCC Treasurer and one representative from the remaining PCC members.

**Administrative Information**

Holy Cross, Hoath is situated in Church Lane, Hoath and is part of the United Benefice of St. Mary the Virgin, Reculver, St. Bartholomew’s, Herne Bay, and Holy Cross, Hoath. We are in the Deanery of Reculver in the Diocese of Canterbury within the Church of England. The correspondence address is The Vicarage, 25 Dence Park, Herne Bay, Kent. CT6 6BQ.

PCC Members who have served since 1st January 2019 until this report was approved are:

**Priest in Charge:** Rev Sue Martin

**Church Wardens:**  Clare Hopper

 Janet Scroggins

**Elected Members:** Linda Attenborough Treasurer

 Monica Barnett Secretary

 Sue Hogwood and Sandy Sinclair

**Ex Officio Members**: Rhonty Beeching Deanery Synod Representative &

 Safeguarding Officer

 Paul Farrant Until Jan 2019

 Rev Jenny Hadlow Ordained Local Minister

 Rev Stephen Parrett Self Supporting Minister

**Bankers Barclays Bank plc Canterbury**

**Independent Examiner Mr Kevin Funnell**

 Approved by the PCC on. …. th ….. 2019, signed on their behalf by

 Reverend Sue Martin (PCC Chair)

 ……………………………………………….

 **Rev Sue Martin**

**INDEPENDENT EXAMINER’S REPORT**

**to the**

**Parochial Church Council Holy Cross, Hoath**

This report on the accounts of the P.C.C. for the year ended 31st December 2019, which are set out in the Annual Report and Financial Statement, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 2006 (‘the Regulations’) and s.145 of the Charities Act 2011 (‘the Act’).

# Respective responsibilities of Trustees and Examiner

As the members of the P.C.C. you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 144(2) of the Act does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

# Basis of Independent Examiner’s Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 145(5) (b) of the Act and to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishops’

Council. That examination includes a review of the accounting records kept by the P.C.C. and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

# Independent Examiner’s Statement

In connection with my examination no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements

* + to keep accounting records in accordance with Section 130 of the Act;
	+ and to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met; or

1. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

 

**Kevin Funnell**

10 Nutberry Close

Teynham

Sittingbourne

Kent ME9 9SP

18 March 2020

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| **Financial Statement for the year ended 31st December 2019** |
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| **Receipts and Payments** |  |  |  |  |  |  |
|  |  |  |  |  |  | TOTAL FUNDS |
|  |  | Note | Unrestricted Funds | Restricted Funds | Endowment Funds | 2019 | 2018 |
| **RECEIPTS** |  |  |  |  |  |  |
| **Voluntary Receipts:** |  |  |  |  |  |  |
|  | Planned Giving |  |  2,615 |  0 | 0 |  2,615 |  2,740 |
|  | Collections at services |  |  5,455 |  0 | 0 |  5,455 |  5,365 |
|  | All other giving / voluntary receipts |  |  1,497 | 1,000 | 0 |  2,497 |  465 |
|  | Gift Aid recovered |  |  1,871 |  125 | 0 |  1,996 |  1,906 |
|  |  |  | 11,438 | 1,125 | 0 | 12,563 | 10,476 |
|  |  |  |  |  |  |  |  |
| **Activities for generating funds** |  |  4,634 |  0 | 0 |  4,634 |  4,974 |
|  |  |  |  |  |  |  |  |
| **Investment income** |  |  1,193 |  0 | 0 |  1,193 |  1,191 |
|  |  |  |  |  |  |  |  |
| **Church Activities** |  |  852 |  0 | 0 |  852 |  345 |
|  |  |  |  |  |  |  |  |
| **Total Receipts** |  | 18,117 | 1,125 | 0 | 19,242 |  16,986 |
|  |  |  |  |  |  |  |  |
| **PAYMENTS** |  |  |  |  |  |  |
| **Church Activities** |  |  |  |  |  |  |
|  | Parish Share |  |  12,420 |  0 | 0 | 12,420 | 12,000 |
|  | Clergy Expenses |  |  799 |  0 | 0 |  799 |  717 |
|  | Church running expenses |  |  4,849 |  130 | 0 |  4,979 |  5,314 |
|  | Magazine Costs |  |  360 |  0 | 0 |  360 |  524 |
|  | Mission giving and donations |  |  820 |  115 | 0 |  935 |  658 |
|  |  |  |  19,248 |  245 | 0 |  19,493 | 19,213 |
| **Costs of generating funds** |  |  92 |  0 | 0 |  92 |  76 |
|  |  |  |  |  |  |  |  |
| **Total Payments** |  |  19,340 |  245 | 0 |  19,585 | 19,289 |
|  |  |  |  |  |  |  |  |
| **Excess of Receipts over Payments** |  |  -1,223 |  880 | 0 |  -343 | -2.303 |
|  |  |  |  |  |  |  |  |
| Transfer between funds |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Cash at bank and in hand at 1 January** |  | 3,069 |  791 | 0 | 3,860 | 6,163 |
|  |  |  |  |  |  |  |  |
| **Cash at bank and in hand at 31 December** |  | 1,846 | 1,671 | 0 | 3,517 | 3,860 |
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| **Statement of Assets and Liabilities** |  |  |  |  |  |  |
|  |  |  |  |  |  | TOTAL FUNDS |
|  |  | Note | Unrestricted Funds | Restricted Funds | Endowment Funds | 2019  | 2018  |
| **Cash Funds** |  |  |  |  |  |  |
|  | Bank Current Account |  | 579 |  0 | 0  | 579 | 940 |
|  | Deposit Account |  | 1,267 | 1,671 | 0  | 2,938 | 2,920  |
|  | Cash |  | 0  | 0  | 0  | 0 | 0  |
|  |  |  | 1,846 | 1,671 | 0  | 3,517 | 3,860 |
| **Cash Funds** |  |  |  |  |  |  |
|  | General Fund |  | 1,846 | 0 | 0  | 1,846 | 3,069  |
|  | Bells Fund |  | 0 | 22 | 0 | 22  | 22 |
|  | Youth Fund |  | 0 | 337 | 0 | 337  | 452  |
|  | Electrical Fund |  | 0 | 73 | 0 | 73  | 73  |
|  | Churchyard Fund |  | 0 | 1,239 | 0 | 1,239  | 244  |
|  |  |  | 1,846 | 1,671 | 0 | 3,517 | 3,860  |
| **Other Monetary Assets** |  |  |  |  |  |  |
|  | Gift Aid recoverable |  |  854 | 0  | 0  |  854 |  319  |
|  |  |  |  |   |   |  |   |
|  |  |  |  |  |  |  |  |
|  |  |  | 854 | 0  | 0  | 854 | 319 |
| **Investment Assets** |  |  |  |  |  |  |
|  | Investment Fund  |  | 1,430 | 0  | 0 | 1,430 | 1,399  |
|  | Blakey Trust |  |   |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  | 1,430 | 0  | 0 | 1,430 | 1,399 |
|  |  |  |  |  |  |  |  |
| **Fixed Assets**  |  |  |  |  |  |  |
|  | Three plots of land |  |  |  |  |  |  |
|  | Twenty Hand Bells |  |  |  |  |  |  |
| **Liabilities** |  |  |  |  |  |  |
|  | Parish Share Nov and Dec 2018 £2400 - 2019 £2484 |  |  4,884 |  0  |  0  |  4,884  |  2,400 |
|  |  |  |  |  |  |  |  |
|  | Magazine Adverts 2019 ½ to go to Chislet PCC  |  |  |  |  |  |  |

**Notes to Financial Statements**The Financial Statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.Freehold Land- Three parcels of land, bequeathed to Hoath PCC, precise dates uncertain. The church has leased two plots of land for use as allotments to Herne & Broomfield Parish Council, and to Hoath Parish Council. Rent is obtained from Batchelors & Sons Farm at Ford for the third parcel of land. The Endowment Fund is the Blakey Trust donated to Holy Cross PCC and is retained as a Capital Fund at present, but the income is for ordinary church purposes. It is invested in CCLA Church of England investment fund shares.The Hoath and Chislet Magazine is distributed to over one hundred homes in Hoath and the sales proceeds are donated to Holy Cross Church, together with 50% of the advertising revenue which is shared with Chislet Church. The church meets its proportion of printing costs out of its share of magazine income, retaining any surplus.

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| **Movement of Funds** |  | **B/F** | **Receipts** | **Expenses** | **Balance** |  |  |
|  |  |  |  |  |  |  |  |
| Bells |  | 22  | 0  | 0  | 22  |  |  |
| Youth |  | 452  | 0 | 115 | 337 |  |  |
| Electrical |  | 73  | 0  | 0  | 73 |  |  |
| Churchyard |  | 224  | 1125  | 130  | 1239  |  |  |
|  |  | 791  | 1125 | 245  | 1671  |  |  |
|  |  |  |  |  |  |  |  |
|  | **Charity Payments for 2019** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | Christian Aid Not known |  |  |  |  |  |  |
|  | St Mary's Bibles |  | 55  |  |  |  |  |
|   | Bishop Trevor Retirement Gift |  | 45 |  |  |  |  |
|  | CHIPS |  | 130  |  |  |  |  |
|  | L of Friends K&C  |  | 197 |  |  |  |  |
|  | Friends of Kent Churches |  | 237  |  |  |  |  |
|  | Children’s Society |  | 200  |  |  |  |  |
|  | Catching Lives |  | 200  |  |  |  |  |
|  |  |  | 1064 |  |  |  |  |
|  |  |  |  |  |  |  |  |

The accounts have been examined by Mr Kevin Funnell and he will be our Independent Examiner next year.  Approved by the PCC on and signed on their behalf by **-------------------------------(PCC Chair) --------------------------------(Treasurer)** **Rev Sue Martin Mrs Linda Attenborough**  |  |  |  |  |  |  |  |
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